

5/4/64

Mailed to

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CIA-RDP70-00211R000500040098-4

Cable Sec.

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4 May 1964
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OB/PAM (Thru: [redacted])

(5/4/64
Rec Adm Staff)

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To

/Regulations Control

From : Chief, Records Administration Staff/DDS

Subject: DDS and DCI Records Officers Meeting - 14 May 1964

1. It has been suggested that the Records Officers would like to meet in small groups to discuss their records management programs. I think this is a good idea and I have arranged to meet all Records Officers in the DDS and DCI areas on 14 May 1964 at 10:00 A.M. in Room 7D-34, Headquarters.

2. This is your meeting. I will be there to listen to your ideas and suggestions. I will look forward to seeing you.

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TRANSMITTAL SLIP		DATE 5/4/64
TO: 		
ROOM NO. 1D-1613	BUILDING Headquarters	
REMARKS: <p>Ed:</p> <p>I think it would be a good idea if attends this meeting. If you agree, will you hand her the attached?</p>		
FROM: Records Administration Staff		
ROOM NO. 604	BUILDING 1016 - 16th St.	E

FORM NO. 241
1 FEB 55

REPLACES FORM 36-8
WHICH MAY BE USED.

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